

# 國立成功大學能源工程國際博士學位學程學位考試辦法

## National Cheng Kung University International Doctoral Degree Program on Energy Engineering Regulations for Ph.D. Qualifying Examinations

106.10.05 一〇六學年度第一學期第二次學術委員會議通過

107.01.19 一〇六學年度第一學期第三次系務會議修訂通過

### 一、申請博士學位考試：

相關時程以學校公告為準。

博士候選人繳交以下表格至學程辦公室：

- (一)博士歷年成績表。
- (二)博士候選人簡歷表。
- (三)博士候選人申請學位考試推薦表。

### I. Application for Ph.D. degree examination:

Application date is in accordance with NCKU announcement.

Ph.D. candidates should submit the following items to the academic program office:

1. Chronological grade reports.
2. Resume.
3. Application form for the degree examination.

### 二、組成論文審查小組：

博士候選人提論文初稿送指導教授推薦：

- (一)組成審查小組5人(含指導教授、原論文提審委員兩名、及其研究與論文相關之委員一名，學程主任為當然委員)。
- (二)依碩博士學位考試委員聘任程序辦法提出博士學位考試委員推薦名單，5~9位，並聘其中一人為召集人。
- (三)初審會議

博士候選人提供：

- 1.博士學位論文初稿。
- 2.博士學位考試委員名單及召集人推薦名單。
- 3.已接受發表之論文及著作表。

審查小組提供初審會議紀錄。

### II. Formation of dissertation verification team:

Ph.D. candidates should submit first draft and synopsis of the degree dissertation to their advisors and the advisors should:

1. Form a five-member verification team, including advisor, two qualification evaluation committee members, one person who holds expertise in the area related to the Ph.D. candidate's dissertation, and academic degree program

chairman.

2. Provide a list of degree examination committee members according to the hiring procedure and appoint one member as the committee chair.
  3. In the first verification meeting
    - A. Ph.D. candidates should provide:
      - (1) First draft and synopsis of the degree dissertation.
      - (2) A list of degree examination committee members and another list of degree examination committee members provided the committee chair.
- Verification team should provide the minute of first verification meeting.

### 三、提交「學位考試申請書」和「學位考試委員名冊」:

填交前與指導教授商議並聯絡邀請考試委員:

上網 <http://campus4.ncku.edu.tw/wwwmenu/program/mou/> 輸入學位申請資料後列印「學位考試申請書」並請指導教授簽名。輸入指導教授及考試委員資料後列印「學位考試委員名冊」, 請依申請時間考試。若需異動委員名冊、時間或論文題目者, 請重新上網更正後列印「異動單」交學程辦公室、通知考試委員並更正教室借用時間。

註: 若考試委員尚未建檔, 請知會學程辦公室建檔。

### III. Submission of “Application Form for Degree Examination” and “List of Defense Committee Members”:

Ph.D. candidates should consult with their advisors and invite defense committee members before submission.

Go to <http://campus4.ncku.edu.tw/wwwmenu/program/mou/>, type in application information and print out the application form for degree examination with advisors' signatures. Type in advisors and committee members' information and print it out. Any alteration, whether committee members, date, time, or title, should be amended online and Ph.D. candidates should print out the “amendment to defense application”, submit it to the academic program office, notify committee members, and remake reservation for classroom. If committee members are not on file, please notify academic program office for filing.

### 四、論文初稿及「博士論文評審意見評語表 Evaluation Report and Comments」送博士學位考試委員評審, 相關時程以學校公告為準。

### IV. Ph.D. candidates should send the first draft of degree dissertation and the “Evaluation Report and Comment” to defense committee members. Application date is in accordance with school announcement.

### 五、審查小組召開複審會議: (未通過者重新由第二項開始申請)

(一) 博士論文評審意見評語表 Evaluation Report and Comments 收齊後, 博士

候選人將敬覆考試委員評語，連同論文修訂稿送指導教授核可簽名。

- (二)指導教授召開審查小組複審會議。
- (三)審查小組提供複審會議記錄。
- (四)複審通過後博士候選人將學位論文考試聘函及考試時間表寄至考試委員；博士學位論文修訂稿及敬覆考試委員評語送學程辦公室，於考試前送考試委員審核。
- (五)公告論文考試時間。

請博士候選人自行依學位考試口試時間至教室門口登記借用時間。

#### **V. Reverification meeting: (Whoever fails in this stage should reapply from Regulation TWO)**

1. After collecting all the evaluation reports and comments, Ph.D. candidates should send their responses along with the revised drafts to their advisors for signatures.
2. Advisors should hold a reverification meeting.
3. Reverification team should provide the minute of the meeting.
4. After the reverification meeting, Ph.D. candidates should mail letters of appointment and schedule for the exam to defense committee members; submit revised drafts and responses to the academic program office before the examination date.

Ph.D. candidates should announce degree examination date and time and make reservations for classrooms by themselves.

#### **六、博士學位論文考試：**

- (一)博士學位考試申請奉核定後，請依教務處規定於每學期結束前辦理學位考試事宜。
- (二)辦理博士學位論文考試；論文考試以口試行之並公告歡迎有興趣人士參加，必要時亦得舉行筆試。
- (三)考試分 4 個部分進行：
  - 第一部分：博士候選人作一小時的研究論文報告。
  - 第二部分：歡迎所有聽眾（含委員、教師、有興趣人士）發問討論一小時，結束後請聽眾離席並休息 10 分鐘。
  - 第三部分：考試委員繼續問特殊的專業研究領域問題，結束後請候選人離席。
  - 第四部分：學位考試請依學位考試論文評分：先舉行無記名投票，須獲得出席委員三分之二以上（含）通過後評分平均分數達七十分以上者為通過，評定以一次為限。
- (四)合格證明簽名頁於通過考試後請考試委員簽名，俟論文再次修訂完成後請指導教授、及系（所）主管簽名。
- (五)論文考試成績於口試結束當日送學程辦公室辦理相關事宜。

(六)未通過博士學位考試者，重考以一次為限。

(七)未通過博士學位考試者，經博士學位考試委員會決定合於碩士學位標準者，得授予碩士學位。

#### **IV. Ph.D. degree examination:**

1. Once the application for the degree examination is approved, the degree examination should be conducted before the end of each semester.
2. The degree examination should be open to public and conducted in the form of oral defense. If necessary, a written examination may be administered.
3. The degree examination is conducted in four parts:  
Part I: One-hour oral presentation by Ph.D. candidates.  
Part II: One-hour discussion by committee members, professors, or audiences. After this session, audiences should leave the classroom and there will be a 10-minute break.  
Part III: Committee members presume to ask academic and professional research questions. After this session, Ph.D. candidates should leave the classroom.  
Part IV: The degree examination must be graded using the grading form for degree exams, and the results are voted on anonymously. To pass the exam, a candidate must obtain an average of seventy or above with the approval of at least two thirds of the committee members. The grading can be given only once.
4. After passing the exam, Ph.D. candidates should ask the committee members to sign on the approval page. Advisors and academic program chairman should sign on the revised dissertation.
5. Defense committee should send the exam grade to the academic program office right after the degree examination.
6. Ph.D. candidates who fail the degree examination may retake the examination in the next semester or next year prior to the expiration of their study periods, no more than once, and shall be expelled from the program if failing the second degree examination.

Ph.D. candidates, who fail the degree examination, if the defense committee decides they meet the standards for a master's degree, will be given a master's degree

#### **七、申請雜費：**

- (一)博士學位考試依學校補助雜費每位候選人 1000 元，每人以一張發票或收據申報(發票日期須與考試日期同天)，最遲於上學期 1 月 31 日前，或下學期 7 月 31 日持發票至學程辦公室申領雜費，逾期不受理。

(二) 索取發票注意事項：

1. 需先告知店家成大統一編號:69115908 (發票需輸入成大統編)
2. 請款之發票或收據請註明品名：茶點、飲料或餐費。
3. 請款之發票需請商店蓋發票章,收據需蓋營業登記店章及負責人印章。  
「台照」需填：國立成功大學。

**VII. Reimbursement for examination expenditure:**

1. Each Ph.D. candidate can receive NT\$1,000 as a reimbursement for examination expenditure. He/she can submit only one receipt (issue date should be the same with the exam date) to the academic program office for reimbursement before Jan. 31<sup>st</sup> for Fall semester or July 31<sup>st</sup> for Spring semester. Late submission will not be accepted.
2. Notice for getting receipt:
  - (1) NCKU VAT number “69115908” must be printed on the receipt.
  - (2) Purchased items, such as coffee, tea, snacks, drinks, or meals, must be printed on the receipt.

Company’s stamp and representative’s stamp must be shown on the receipt.

八、繳交精裝博士學位論文、辦理離校手續及領取畢業證書：

學位論文格式依圖書館規定辦理；學位論文送學程辦公室(轉送註冊組)及總圖書館精裝本各一本。(封面為黑色，字體為白色)。

**VIII. Submit degree dissertation, complete the deregistration procedure, and receive the degree certificate:**

The format of the degree dissertation should meet the requirements of NCKU Library; submit one hardcopy (black cover with white font) to the program office and another to the library.

九、本辦法依國立成功大學博士學位考試共同注意事項，並經系務會議通過後實施，修正時亦同。

**IX. These regulations are made according to the “Notes of Guidance for Ph.D. Qualifying Examination” and are in effect and subject to the approval of the Department Affairs Meetings.**